

## **PATIENT RESPONSIBILITIES**

**MAINTAIN POSITIVE HEALTH PRACTICES** You have the responsibility to develop and maintain positive health practices: good nutrition, sleep and rest, exercise, positive relationships and stress management.

**PROVIDING INFORMATION** You have the responsibility to give your physicians and health care providers accurate and complete information about your illness, the presence of pain, medical history and medications. You have the responsibility to communicate to your health care provider your understanding of your treatment and what is expected of you.

**COMPLIANCE WITH MEDICAL CARE** You have the responsibility to follow your physician's and health care provider's recommendations to the best of your ability, and to ask questions if you have problems or concerns and work. You are responsible for keeping appointments, filling prescriptions, following through on health care instructions, and adhering to the guidelines of the clinic.

**SUPERVISION OF UNDERAGE CHILDREN** There are inherent dangers in leaving children under eight years of age unsupervised in the waiting areas of the clinic, including injury to the child or other patients. You have the responsibility to arrange adequate childcare for your underage family members during your medical appointments.

**RESPECT AND CONSIDERATION** You are responsible for treating our staff and other patients with respect, and consideration.

**SMOKING POLICY** You will refrain from smoking while in the facility or within fifty feet of the building.

**MEDICAL RECORDS** ALL MEDICAL RECORDS DOCUMENTING CARE PROVIDED BY ANY MILITARY MEDICAL TREATMENT FACILITY ARE THE PROPERTY OF THE U.S. GOVERNMENT. All medical records are required to be maintained at a Military Treatment Facility (MTF). If you must hand-carry your medical records to an appointment at another facility you are responsible for ensuring the records are promptly returned to the appropriate MTF.

**REPORTING OF PATIENT COMPLAINTS** You are responsible for helping the command provide the best possible care to all beneficiaries. You should report any recommendations, questions or complaints to the designated patient representative.

**FINANCIAL OBLIGATION** You are responsible for ensuring that the cost of your health care is promptly paid.

**MAKING CHOICES** You have the responsibility to make choices in your own best interest based on a clear understanding of your medical care, its costs, risks and alternatives. You have the responsibility to ask for information on your illness, work with your health care provider to develop a treatment/pain management plan, to learn what you can and to do what you can to help maintain the best health possible.

**PATIENT SAFETY** “Speak Up” to improve the quality of your health care.

Speak up if you have questions or concerns.

Pay attention to the care you are receiving.

Educate yourself about your diagnosis, medical test and treatment plan.

Ask a family member or friend to be your advocate.

Know what medications you take and why you take them.

Use a health care organization that is certified by JCAHO.

Participate in all decisions about your treatment.